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Department of State

[Public Notice   ]

Bureau of Educational and Cultural Affairs (ECA) Request

for Grant Proposals: National Security Language Initiative

for Youth (NSLI-Y)

Announcement Type: New Cooperative Agreement

Funding Opportunity Number: ECA/PE/C/PY-11-03

Catalog of Federal Domestic Assistance Number: 19.415

Key Dates:

Application Deadline: March 24, 2011

Executive Summary: The Office of Citizen Exchanges of the

Bureau of Educational and Cultural Affairs (ECA) announces

an open competition for one cooperative agreement for the

National Security Language Initiative for Youth (NSLI-Y),

which provides overseas foreign language instruction for

American high school students and those recently graduated.

Public and private non-profit organizations, meeting the

provisions described in Internal Revenue Code section 26

USC 501 (c) (3), may submit proposals to cooperate with ECA

in the overall administration of NSLI-Y organizational

responsibilities and the implementation of overseas

language programs of two different durations for

approximately 610 total individual participant scholarships according to the duration and language distribution detailed in the Project Objectives, Goals and Implementation (POGI). NSLI-Y programs funded by this award will take place between June 2012 and June 2013. NSLI-Y is an important component of a multi-agency USG initiative to increase American citizens' ability to engage with people throughout the world who speak Arabic, Chinese (Mandarin), Indic (Hindi), Korean, Persian (Tajiki or Farsi), Russian and Turkish. Please note: ECA reserves the right to add or subtract languages and countries based on the needs of the Department, security considerations at the time of implementation and the overall objectives of the program. The Bureau anticipates that the single award recipient will manage the comprehensive organizational and administrative responsibilities of this program as well as the identification of qualified sub-award recipients known as "implementing organizations" to implement the overseas language programs. Under this award, the award recipient may also serve as an implementing organization.

I.   **Funding Opportunity Description:**

Authority:

Overall grant making authority for this program is
contained in the Mutual Educational and Cultural Exchange
Act of 1961, Public Law 87-256, as amended, also known as
the Fulbright-Hays Act. The purpose of the Act is "to
enable the Government of the United States to increase
mutual understanding between the people of the United
States and the people of other countries...; to strengthen
the ties which unite us with other nations by demonstrating
the educational and cultural interests, developments, and
achievements of the people of the United States and other
nations...and thus to assist in the development of
friendly, sympathetic and peaceful relations between the
United States and the other countries of the world." The
funding authority for the program above is provided through
legislation.

Purpose: ECA is supporting the participation of American
high school students and those who have recently graduated
(who are U.S. citizens and between the ages of 15 and 18 at
the start of the program), in intensive, substantive
overseas foreign language study to dramatically increase
the number of Americans learning, speaking and using

critical need foreign languages throughout their academic and professional lives. For additional information about NSLI-Y, please visit

http://exchanges.state.gov/youth/programs/nsli.html

It is anticipated that the total amount of funding available to support the overall administration and overseas language program implementation in the seven current NSLI-Y languages is $9,000,000, pending the availability of funds. This amount is intended to support approximately 610 scholarships, including comprehensive administrative and program costs.

Overseas language programs, in countries where the seven NSLI-Y languages are widely spoken, will provide a minimum of two articulated and integrated language learning environments: 1) structured classroom target language instruction and 2) less formal, interactive and/or applied learning opportunities. These opportunities are offered through a comprehensive exchange experience that primarily emphasizes language acquisition.

Applicants may submit only one proposal under this competition. If multiple proposals are received from the same applicant, all submissions will be declared ineligible and receive no further consideration in the review process.

ECA is seeking one organization that will 1) administer and organize the diverse and comprehensive NSLI-Y overseas intensive language programs and 2) engage additional sub-award implementing organizations with relevant expertise in one or more of the target languages to implement the overseas language programs for high school students across the current seven NSLI-Y languages. Organizations applying for this award must demonstrate their capacity for conducting projects of this nature, focusing on four areas of competency:

1) **Administrative and Organizational Experience:** administrative and organizational experience and expertise that includes applicant recruitment and selection, planning and execution, management, monitoring of participants' safety and welfare, evaluation of language acquisition and program effectiveness, and follow-on/alumni activities;

2) **Language Instruction and Related Activities:** provision of foreign language instruction programs and related

language-focused educational/cultural activities as outlined in this document;

3) **Assessment:** language level and age appropriate programming for the target audience; and

4) **Overseas Program Experience:** experience in conducting programs in the proposed partner country/countries or locations.

The goals of the NSLI-Y program are:

1) **Language Learning:** Improve the ability of Americans to engage with the people of Arabic, Chinese (Mandarin),Indic (Hindi), Korean, Persian (Tajiki or Farsi), Russian and Turkish-speaking countries in the language of the country by promoting language learning to advanced levels;

2) **Cultural Understanding:** Assist in developing a cadre of Americans whose foreign language skills enhance related cultural understanding and who use these language and cultural skills to advance international dialogue and compete effectively in the global economy;

3) **Scholarship:** Provide a tangible incentive for the learning and use of foreign languages by creating and

optimizing overseas language study opportunities for American high school students; and

4) **Commitment:** Spark a lifetime interest in foreign languages and cultures among American youth.

NSLI-Y project learning objectives include:

1) **Acquisition:** Participants will demonstrate a substantive, measurable increase in language proficiency (oral comprehension, speaking, reading and writing), as verified through pre- and post-program assessment with a standardized language assessment tool;

2) **Cultural Understanding:** Participants will demonstrate a deeper understanding of the host country's society, institutions and culture; and

3) **Multiplier Effect:** Participants will share experiences as young Americans with their overseas peers through the use of common language.

While the NSLI-Y overseas language programs are active in multiple countries/locations, it is important that a single worldwide program identity be established and maintained. Accordingly, ECA anticipates making one single award to an organization/institution with the capacity and experience

to manage the administrative and organizational
responsibilities, and which would be responsible for
engaging additional sub-award implementing organizations,
where necessary, to meet the goals and objectives of the
NSLI-Y program. Language study must be the primary focus
of the program.

Overseas language programs may be implemented by the award
recipient, where the experience and overseas institutional
capacity exists or can be satisfactorily developed, and by
sub-award implementing organizations identified and
proposed by the award recipient. Through sub-award
agreements with the award recipient and under the
administration of, and in coordination with, the award
recipient, ECA anticipates that overseas language programs
will be implemented and administered for participants in
countries/locations where Arabic, Chinese (Mandarin), Indic
(Hindi), Korean, Persian (Tajiki or Farsi), Russian and
Turkish are widely spoken. Like the award recipient,
should it choose to implement overseas programs, sub-award
implementing organizations must have the necessary capacity
in the partner country/countries or location to implement
the program through either their own offices or partner

institutions. In their capacity as an implementing
organization, the award recipient and the sub-award
implementing organizations may demonstrate their direct
expertise or they may partner with other
organizations/institutions to best respond to the
requirements outlined in this RFGP. In the proposal, the
applicant must clearly demonstrate how it will accomplish
overseas language program implementation. ECA reserves the
right of final approval for all proposed sub-award
implementing organizations.

Overseas language programs will be of two durations: six-
to eight-week "short" duration, and eight- to nine-month
"long" duration. The applicant is advised to consider both
the traditional U.S. academic schedule and that of the
proposed overseas language institution when envisioning and
detailing NSLI-Y overseas programs. "Short" duration
programs must provide a minimum of 120 contact/classroom
hours. "Long" duration programs must be structured in a
way that meets a minimum standard of ten classroom contact
hours established by the award recipient in consultation
with ECA and includes daily language instruction (with the
exception of weekends), unless an alternative language

delivery model receives prior concurrence from ECA. NSLI-Y
participants must be in language institutions/academic
environments where the target language is the language of
instruction, unless an alternative language environment
receives prior concurrence from ECA. The award recipient
and its sub-award implementing organizations may propose
either short or long duration programs or both, according
to the guidelines provided in the POGI, and may propose
overseas programs in one or as many languages as they have
the capacity and institutional relationships to support.
The applicant must ensure that plans are submitted to
implement programs in all seven languages across all
program durations, as outlined in the POGI. The Bureau
anticipates that there will be no more than one long
duration implementing organization per language per
country/location and that the minimum number of
participants is five; there may be multiple short duration
implementing organizations per language per
country/location. The period of time within which short
and long duration programs must be implemented and
concluded is June 2012 through June 2013.

Role of ECA:

In a cooperative agreement, ECA is substantially involved in program activities above and beyond routine monitoring. ECA activities and responsibilities for this program include but are not limited to:

1)   **Program Components:** Guidance in the execution of all program components, providing concurrence as necessary.

2)   **Program Documents:** Materials review of all print and online documents prior to publication and dissemination, including application forms, the website and brochure. This includes individual implementing organizations' instructional materials for the classroom portion of the language learning and the ideas/plans for the out-of-classroom, applied language-learning opportunities, including volunteer projects, guided internships, excursions, etc. These materials must be provided to ECA at least two months in advance of the start of the overseas program. The award recipient must seek and obtain written ECA concurrence on substantive and logistical changes in the program, if changes occur after this material has been provided.

3)   **Promotion:** Collaboration to publicize the program.

4)   **Recruitment:** Review and approval of the participant recruitment strategy.

5)   **Selection:** Concurrence on participant finalists and alternates.

6)   **Notification:** Review and approval of participant award documentation, including the NSLI-Y Terms and Conditions.

7)   **Assessment:** Support of the award recipient's standardized pre- and post-program testing of participants' language proficiency and progress.

8)   **Program Coordination:** Assist in liaison with appropriate Department of State offices, including the regional bureaus and overseas posts. Implementing organizations are required to directly liaise early and often with overseas posts (the relevant embassy and/or consulate Public Affairs Section or PAS) in order to obtain concurrence on general program location, concurrence on host family or accommodation location, participation in a post-arrival briefing for the NSLI-Y participants and assistance in the event of a grave emergency. The award recipient is responsible for ensuring that these contacts are established in a timely fashion and maintained throughout the implementation of the program.

9)   **Host Government Liaison:** Cooperation with the award recipient and post, as necessary, in the event that

coordination with host government officials is needed.

10) **Security Considerations:** Modifications to program locations and/or logistics based on security considerations and overall objectives of the program.

11) **Inter-Agency NSLI Programs:** Assistance with promoting continuity among inter-agency NSLI programs, i.e., Startalk, The Language Flagship, the Critical Language Scholarships (CLS), Teachers of Critical Languages Program (TCLP) and Intensive Summer Language Institutes for Teachers (ISLI).

12) **Pre-Departure Orientations:** Collaboration on participant pre-departure orientations (PDOs) and participating in them, when possible.

13) **Changes to Implementing Organizations:** Concurrence on any possible additional implementing organizations that the award recipient might suggest to more effectively meet scholarship demand in a particular language or languages for a particular duration or durations.

14) **Planning Meetings:** Collaboration on and participation in organizational/planning meeting(s).

15) **Bureau Evaluation Surveys:** Access to Bureau-approved evaluation surveys (E-Goals) links for participant completion and results for program management.

16) **Alumni Activities:** Input on alumni activities and follow-up events.

17) **Travel Registration and Health Benefits:** Facilitation of the award recipients' access to the Department of State's international travel registration system (Smart Travel Enrollment Program or STEP), ASPE health benefits program and to relevant consular forms.

Role of Public Affairs Section/Embassy/Consulate:

ECA seeks to minimize the burden on posts (embassies and consulates) in whose consular districts the NSLI-Y programs are implemented. Therefore, the proposal must demonstrate the applicant's ability to perform the requirements independent of post but also its commitment to working with posts as described in the RFGP and POGI. Applicants are advised to provide examples of past successful programs and the ways in which collaboration with posts strengthened the management and monitoring of the program and its participants. In order to promote this important overseas relationship, ECA anticipates that the award recipient and its implementing organizations have the experience, knowledge and staffing to carry out the daily operations, including on-program support, in the host locations. ECA

expects that the overseas implementing organizations and relevant Public Affairs Sections (PAS) will establish the level of cooperation about the program that suits both parties. Implementing organizations are required to request and obtain post's concurrence on general program location, host family or other accommodation location and involvement in a post-arrival orientation in order to apprise NSLI-Y participants of security and other relevant issues. ECA expects that implementing organizations, under the guidance of the award recipient, will handle urgent medical crises, natural disasters or other unforeseen problems, but that they will communicate with and turn to post, as necessary and appropriate, given that NSLI-Y participants are American high school students whose welfare and safety are paramount. Post must always be informed in the event that a NSLI-Y participant is involved in civil or criminal police matters.

II. Award Information:

Type of Award: Cooperative Agreement. ECA's level of involvement in this program is listed under number I above.

Fiscal Year Funds: 2011 (pending availability of funds)

Approximate Total Funding: $9,000,000

Approximate Number of Awards: 1

Approximate Average Award: $9,000,000

Anticipated Award Date: Pending availability of funds, July 2011.

Anticipated Project Completion Date: December 31, 2013

Additional Information:

Pending successful implementation of this program and the availability of funds in subsequent fiscal years, it is ECA's intent to renew this cooperative agreement for two additional fiscal years, before openly competing it again.

III.   Eligibility Information:

III.1. Eligible applicants: Applications may be submitted by public and private non-profit organizations meeting the provisions described in Internal Revenue Code section 26 USC 501(c)(3).

III.2. Cost Sharing or Matching Funds: There is no minimum or maximum percentage required for this competition. However, the Bureau encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

When cost sharing is offered, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its proposal and later included in an approved agreement. Cost sharing may be in the form of allowable direct or indirect costs. For accountability, you must maintain written records to support all costs which are claimed as your contribution, as well as costs to be paid by the Federal government. Such records are subject to audit. The basis for determining the value of cash and in-kind contributions must be in accordance with OMB Circular A-110, (Revised), Subpart C.23 - Cost Sharing and Matching. In the event you do not provide the minimum amount of cost sharing as stipulated in the approved budget, ECA's contribution will be reduced in like proportion.

III.3. Other Eligibility Requirements:

III.3a. Guidelines: Bureau cooperative agreement/grant guidelines require that organizations with less than four years experience in conducting international exchanges be limited to $60,000 in Bureau funding. ECA anticipates making one award, in an amount up to $9,000,000, to support administrative and program costs required to implement this exchange program. Therefore, organizations with less than four years experience in conducting international exchanges

are ineligible to apply to ECA under this competition.

Applicants should demonstrate extensive experience in

administering exchange programs for secondary school

students in compliance with federal regulations. The

Bureau encourages applicants to provide maximum levels of

cost sharing and funding in support of its programs.

III.3a.1. Sub-Awards: In proposing sub-award implementing

organizations, the applicant must demonstrate the capacity,

experience and expertise of the proposed sub-award

implementing organizations in the particular language and

country/location where the language program is proposed.

ECA anticipates that applicants will propose multiple

organizations as sub-award implementing organizations to

implement overseas language programs because of the scope,

language acquisition focus and geographic breadth of the

programs to be implemented under this cooperative

agreement. This is encouraged to strengthen the award

recipient's capacity for each of the seven languages across

the various countries/locations in which NSLI-Y programs

are to be implemented. Each U.S.-based implementing

organization must exhibit an established effective

relationship with the overseas implementing organization to

guide, direct, influence, manage and monitor each overseas language program (and the overseas institutional partner implementing it, where relevant) so that it meets the NSLI-Y goals. It is the award recipient, however, that must be fully responsible for the oversight, monitoring and management of sub-award implementing organizations. Further information on sub-agreements is provided in the OMB Circulars referenced in Section VI.2.

III.3b. Technical Eligibility: All proposals must comply with the following or they will result in the proposal being declared technically ineligible and given no further consideration in the review process:

III.3b.1. Commitment: Proposal narratives must demonstrate a commitment to short and long duration overseas language programs which must begin no earlier than June 2012 and end no later than June 2013.

III.3b.2. Monitoring Plan: Proposals must detail methods for monitoring NSLI-Y participant safety and welfare while on program, as well as plans to provide on-program support to NSLI-Y participants.

III.3b.3. Per Capita Costs: Proposals must cap per participant costs for short duration programs at $11,000 and for long duration programs at $21,500. This approximate cap may change over the life of the cooperative agreement, contingent upon ECA concurrence.

III.3b.4. Assessment: Proposals must identify the use of a standardized and recognized language assessment tool, subject to ECA approval, to assist with participant placement into the appropriate level of language classes in overseas programs and to evaluate the language gain by individual scholarship recipients.

III.3b.5. Letters of Commitment: Proposals must identify and include letters of commitment for all implementing organizations for all seven languages with proposed overseas language institutions identified and the proposed language levels to be taught at each. A letter of commitment from the proposed overseas language institution(s) should be included. The sole exception exists in the event that the award recipient determines that it unexpectedly cannot meet overseas program capacity outlined in this RFGP with the sub-award implementing

organizations identified in its proposal. The award

recipient may propose the addition of implementing

organization(s), subject to ECA's approval.

III.3b.6. Letter of Acknowledgment: Proposals should

include a letter of acknowledgment from the relevant

overseas post Public Affairs Section (U.S.

embassy/consulate, also known as "post," in whose district

the proposed program will take place.) When requesting a

letter of acknowledgment from post, the award recipient

must:

1) **Language Program Location:** identify the location

(city) in which the language program is proposed to take

place;

2) **Language Provider(s)/Institution(s):** identify the

proposed language provider(s)/institution(s);

3) **Participant Numbers:** specify the proposed number of

participants to be programmed in a particular location;

4) **Program Duration:** specify the proposed duration; and

5) **Accommodations:** describe the proposed accommodations.

III.3b.7. Proposal Submissions: Eligible applicants may

not submit more than one proposal in this competition.

Please note: Applicant organizations are defined by their legal name, DUNS and EIN number as stated on their completed SF-424 and additional supporting documentation outlined in the Proposal Submission Instructions (PSI) document.

III.3b.8. Sub-Award Proposal Submissions: Eligible sub-award implementing organizations may not be included in more than one proposal in this competition. **Please note**: Applicant organizations are defined by their legal name, DUNS number and EIN number as stated on their completed SF-424 and additional supporting documentation outlined in the Proposal Submission Instructions (PSI) document.

IV. Application and Submission Information:

Note: Please read the complete announcement before sending inquiries or submitting proposals. Once the RFGP deadline has passed, Bureau staff may not discuss this competition with applicants until the proposal review process has been completed.

IV.1. Contact Information to Request an Application Package:

Please contact the NSLI-Y Program Specialist, Linda Beach, at ECA/PE/C/PY, U.S. Department of State, SA-5, 3-H11, 2200 C St., N.W., Washington, D.C. 20037, telephone: 202-632-6414 or beachlf@state.gov to request a Solicitation Package. Please refer to the Funding Opportunity Number ECA/PE/C/PY-11-03 located at the top of this announcement when making your request.

Alternatively, an electronic application package may be obtained from grants.gov. Please see section IV.3f for further information.

The Solicitation Package contains the PSI document which consists of required application forms, and standard guidelines for proposal preparation. It also contains the Project Objectives, Goals and Implementation (POGI) document, which provides specific information, award criteria and budget instructions tailored to this competition.

Please specify Linda Beach, NSLI-Y Program Specialist, and refer to the Funding Opportunity Number ECA/PE/C/PY-11-03

located at the top of this announcement on all other
inquiries and correspondence.

IV.2. To Download a Solicitation Package Via Internet:
The entire Solicitation Package may be downloaded from the
Bureau's website at
http://exchanges.state.gov/grants/open2.html, or from the
Grants.gov website at http://www.grants.gov. Please read
all information before downloading.

IV.3.   Content and Form of Submission: Applicants must
follow all instructions in the Solicitation Package. The
original and ten copies of the application should be
submitted per the instructions under IV.3f. "Application
Deadline and Methods of Submission" section below.

IV.3a. DUNS Number: You are required to have a Dun and
Bradstreet Data Universal Numbering System (DUNS) number to
apply for a grant or cooperative agreement from the U.S.
Government. This number is a nine-digit identification
number, which uniquely identifies business entities.
Obtaining a DUNS number is easy and there is no charge. To
obtain a DUNS number, access

http://www.dunandbradstreet.com or call 1-866-705-5711.
Please ensure that your DUNS number is included in the
appropriate box of the SF - 424 which is part of the formal
application package.

IV.3b. Proposal Contents: All proposals must contain an
executive summary, proposal narrative and budget.

Please Refer to the Solicitation Package. It contains the
mandatory PSI document and the POGI document for additional
formatting and technical requirements.

**IV.3c. CCR Registration, DUNS Number, Non-Profit Status
and Other Documentation:** All federal award recipients and
sub-recipients must maintain current registrations in the
Central Contractor Registration (CCR) database and have a
Dun and Bradstreet Data Universal Numbering System (DUNS)
number. Recipients and sub-recipients must maintain
accurate and up-to-date information in the CCR until all
program and financial activity and reporting have been
completed. ***All entities must review and update the
information at least annually after the initial***

registration and more frequently if required information changes or another award is granted.

You must have nonprofit status with the IRS at the time of application. **Please note:** Effective January 7, 2009, all applicants for ECA federal assistance awards must include in their application the names of directors and/or senior executives (current officers, trustees, and key employees, regardless of amount of compensation). In fulfilling this requirement, applicants must submit information in one of the following ways:

1) Those who file Internal Revenue Service Form 990, "Return of Organization Exempt From Income Tax," must include a copy of relevant portions of this form.

2) Those who do not file IRS Form 990 must submit information above in the format of their choice.

In addition to final program reporting requirements, award recipients will also be required to submit a one-page document, derived from their program reports, listing and describing their grant activities. For award recipients, the names of directors and/or senior executives (current

officers, trustees, and key employees), as well as the one-page description of grant activities, will be transmitted by the State Department to OMB, along with other information required by the Federal Funding Accountability and Transparency Act (FFATA), and will be made available to the public by the Office of Management and Budget on its USASpending.gov website as part of ECA's FFATA reporting requirements.

If your organization is a private nonprofit which has not received a grant or cooperative agreement from ECA in the past three years, or if your organization received nonprofit status from the IRS within the past four years, you must submit the necessary documentation to verify nonprofit status as directed in the PSI document. Failure to do so will cause your proposal to be declared technically ineligible.

IV.3d.   Proposal Narrative: Please take into consideration the following information when preparing your proposal narrative:

IV.3d.1.   ADHERENCE TO ALL REGULATIONS GOVERNING THE J VISA

The Bureau of Educational and Cultural Affairs places
critically important emphases on the security and proper
administration of the Exchange Visitor (J visa) Programs and
adherence by award recipients and sponsors to all
regulations governing the J visa. While outbound American
program participants do not receive J visas and are,
therefore, not governed by J visa regulations, ECA monitors
the award recipient's compliance with established standards
that parallel J visa regulations for inbound academic year
participants. These regulations are found in 22 CFR 62.25.
Therefore, proposals should demonstrate and <u>explicitly
state in writing</u> the applicant's capacity and willingness
to meet all relevant requirements that **parallel** the
administration of the Exchange Visitor Programs as set
forth in 22 CFR 62, including the screening and selection
of program participants; provision of pre-arrival
information and orientation to participants; regular
monthly monitoring of participants; identification of,
reference checking for, orientation of and regular contact
with host families; proper maintenance and security of
forms, record-keeping, reporting; and other requirements.

A copy of the complete regulations governing the
administration of Exchange Visitor (J) programs is
available at http://exchanges.state.gov or from:

Office of Designation, Private Sector Programs Division

U.S. Department of State

ECA/EC/D/PS, SA-5, 5th Floor

2200 C Street, NW

Washington, DC 20037

Please refer to Solicitation Package for further
information.

IV.3d.2. Diversity, Freedom and Democracy Guidelines:
Pursuant to the Bureau's authorizing legislation, programs
must maintain a non-political character and should be
balanced and representative of the diversity of American
political, social, and cultural life. "Diversity" should
be interpreted in the broadest sense and encompass
differences including, but not limited to ethnicity, race,
gender, religion, geographic location, socio-economic
status, and disabilities. Proposals that address and
encourage the participation of traditionally underserved

audiences in all institutional and individual award programs and other program activities will be favorably reviewed. These audiences include, but are not limited to, women, racial and ethnic minorities, people living in underserved geographic locations, religious minorities, people of lower socio-economic status and people with disabilities. Applicants are strongly encouraged to adhere to the advancement of this principle both in program administration and in program content. Please refer to the review criteria under the 'Support for Diversity' section for specific suggestions on incorporating diversity into your proposal. Public Law 104-319 provides that "in carrying out programs of educational and cultural exchange in countries whose people do not fully enjoy freedom and democracy," the Bureau "shall take appropriate steps to provide opportunities for participation in such programs to human rights and democracy leaders of such countries." Public Law 106 - 113 requires that the governments of the countries described above do not have inappropriate influence in the selection process. Proposals should reflect advancement of these goals in their program contents, to the fullest extent deemed feasible.

Special Note on Diversity: It is a goal of the Department
to ensure that all funded programs reflect the diversity of
American Society. Proposals must describe plans to promote
this goal across all program components and describe the
way in which the applicant will encourage diversity in
participant selection. Proposals should ensure that
special efforts are made to recruit participants from
underserved populations and locales. Selection should
reflect a preference for qualified candidates who have not
already studied overseas and who might not otherwise be
able to study abroad were it not for the scholarship
opportunity.

IV.3d.3. Program Monitoring and Evaluation

Proposals must include a plan to monitor and evaluate the
project's success, both as the activities unfold and at the
end of the program. The Bureau recommends that the
proposal include a draft survey questionnaire or other
instrument plus a description of a methodology used to link
outcomes to original project objectives. The Bureau
expects that the recipient organization will monitor
participants and be able to respond to key evaluation
questions, including satisfaction with the program,

language acquisition and cultural learning as a result of
the program, changes in behavior as a result of the
program, and effects of the program on institutions
(institutions in which participants work or partner
institutions). The evaluation plan should include
indicators that measure gains in language acquisition and
mutual understanding as well as substantive knowledge.

Successful monitoring and evaluation depend heavily on
setting clear goals and outcomes at the outset of a
program. The evaluation plan should include a description
of the project's objectives, anticipated project outcomes,
and how and when these outcomes (performance indicators)
will be measured. The more that outcomes are "smart"
(specific, measurable, attainable, results-oriented, and
placed in a reasonable time frame), the easier it will be
to conduct the evaluation. Please also show how the
project objectives link to the goals and objectives of the
program, as described in this RFGP.

The monitoring and evaluation plan should clearly
distinguish between program outputs and outcomes. Outputs
are products and services delivered, often stated as an
amount. Output information is important to show the scope

or size of project activities, but it cannot substitute for
information about progress towards outcomes or the results
achieved. Examples of outputs include the number of people
trained or the number of seminars conducted. <u>Outcomes</u>, in
contrast, represent specific results a project is intended
to achieve and is usually measured as an extent of change.
Findings on outputs and outcomes should both be reported,
but the focus should be on outcomes.

We encourage you to assess the following four levels of
outcomes, as they relate to the program goals and
objectives set out in the RFGP (listed here in increasing
order of importance):

1)   **Participant satisfaction** with the program and
exchange experience.

2)   **Participant learning**, such as increased knowledge,
aptitude, skills, and changed understanding and attitude.
Learning includes language acquisition, substantive
(subject-specific) learning and mutual understanding.

3)   **Participant behavior**, concrete actions to apply
knowledge in work or community; greater participation and
responsibility in civic organizations; interpretation and
explanation of experiences and new knowledge gained;

continued contacts between participants, community members, and others.

4)   **Institutional changes**, such as increased collaboration and partnerships, policy reforms, new programming, and organizational improvements.

Please note: Consideration should be given to the appropriate timing of data collection for each level of outcome. For example, satisfaction is usually captured as a short-term outcome, whereas behavior and institutional changes are normally considered longer-term outcomes.

Overall, the quality of the monitoring and evaluation plan will be judged on how well it

1) **Outcomes**: specifies intended outcomes;

2) **How Outcomes are Measured**: gives clear descriptions of how each outcome will be measured;

3) **When Outcomes are Measured**: identifies when particular outcomes will be measured; and

4) **Strategy**: provides a clear description of the data collection strategies for each outcome (i.e., surveys, interviews, or focus groups). (Please note that evaluation plans that deal only with the first level of outcomes

[satisfaction] will be deemed less competitive under the present evaluation criteria.)

Recipient organizations will be required to provide reports analyzing their evaluation findings to the Bureau in their regular, quarterly program reports. All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

The NSLI-Y program uses the Bureau's E-Goals system for evaluation and additional guidance on its use is located in the POGI.

Program monitoring includes participant monitoring, which focuses specifically on ensuring participants' health, safety and welfare throughout the duration of the overseas program. Proposals must include a plan to monitor the participants' safety and welfare that parallels the standards for J1 visa regulations for inbound academic year participants found in 22 CFR 62.25. They must also include a plan to monitor and report on the NSLI-Y participants' successes, including language acquisition, both as the

activities unfold and at the end of the program. The

Bureau recommends that the proposal include a draft survey

questionnaire or other technique and a description of the

methodology that will be used to monitor participants'

health, safety and welfare. The Bureau expects that the

award recipient will monitor NSLI-Y participants and be

able to respond to key participant monitoring questions

throughout the period of the cooperative agreement.

IV.3e. Proposal Budget: Please take the following

information into consideration when preparing your budget:

IV.3e.1. Comprehensive Budget: Applicants must submit SF-

424A – "Budget Information – Non-Construction Programs"

along with a comprehensive budget for the entire program.

The budget request may not exceed $9,000,000 and must

clearly indicate the proposed number of participants for

each of the seven languages and proposed

countries/locations, in accordance with the guidelines in

the POGI, for the first year of this potentially three year

cooperative agreement. There must be a summary budget that

reflects a breakdown of both administrative and program

budgets. Applicants may provide separate sub-budgets for

each program component, phase, location, or activity to
provide clarification. Detailed budgets of proposed sub-
award recipients should also be included.

Please refer to the Solicitation Package (POGI and/or PSI)
for complete budget guidelines and formatting instructions.

IV.3f. Application Deadline and Methods of Submission:

Application Deadline Date: March 24, 2011

Reference Number: ECA/PE/C/PY-11-03

Methods of Submission:

Applications may be submitted in one of two ways:

1) In hard-copy, via a nationally recognized overnight
delivery service (i.e., Federal Express, UPS, Airborne
Express, or U.S. Postal Service Express Overnight Mail,
etc.), or

2) electronically through http://www.grants.gov.

Along with the Project Title, all applicants must enter the
above Reference Number in Box 11 on the SF-424 contained in
the mandatory PSI of the solicitation document.

IV.3f.1. Submitting Printed Applications

Applications must be shipped no later than the above deadline. Delivery services used by applicants must have in-place, centralized shipping identification and tracking systems that may be accessed via the Internet and delivery people who are identifiable by commonly recognized uniforms and delivery vehicles. Proposals shipped on or before the above deadline but received at ECA more than seven days after the deadline will be ineligible for further consideration under this competition. Proposals shipped after the established deadlines are ineligible for consideration under this competition. ECA will not notify you upon receipt of application. It is each applicant's responsibility to ensure that each package is marked with a legible tracking number and to monitor/confirm delivery to ECA via the Internet. Delivery of proposal packages may not be made via local courier service or in person for this competition. Faxed documents will not be accepted at any time. Only proposals submitted as stated above will be considered.

Important note: When preparing your submission please make sure to include one extra copy of the completed SF-424 form and place it in an envelope addressed to "ECA/EX/PM".

The original and ten (10) copies of the application should be sent to:

Program Management Division

ECA-IIP/EX/PM

Ref.: ECA/PE/C/PY-11-03

SA-5, Floor 4

Department of State

2200 C Street, NW

Washington, D.C. 20037

Applicants submitting hard-copy applications must also submit the "Executive Summary," "Proposal Narrative," "Budget," and "Budget Narrative" sections of the proposal in Microsoft Word and Excel format on CD-ROM to the program officer Lisa Wishman at wishmanlb@state.gov. As appropriate, the Bureau will provide these files electronically to Public Affairs Section(s) at the U.S. embassy(ies)/consulate(s) for its(their) review.

IV.3f.2. – Submitting Electronic Applications

Applicants have the option of submitting proposals

electronically through Grants.gov (http://www.grants.gov).

Complete solicitation packages are available at Grants.gov

in the "Find" portion of the system.

PLEASE NOTE: ECA bears no responsibility for applicant

timeliness of submission or data errors resulting from

transmission or conversion processes for proposals

submitted via Grants.gov

Please follow the instructions available in the 'Get

Started' portion of the site

(http://www.grants.gov/GetStarted).

Several of the steps in the Grants.gov registration process

could take several weeks. Therefore, applicants should

check with appropriate staff within their organizations

immediately after reviewing this RFGP to confirm or

determine their registration status with Grants.gov.

Once registered, the amount of time it can take to upload

an application will vary depending on a variety of factors

including the size of the application and the speed of your internet connection. In addition, validation of an electronic submission via Grants.gov can take up to two business days.

Therefore, we strongly recommend that you not wait until the application deadline to begin the submission process through Grants.gov.

The Grants.gov website includes extensive information on all phases/aspects of the Grants.gov process, including an extensive section on frequently asked questions, located under the "For Applicants" section of the website. ECA strongly recommends that all potential applicants review thoroughly the Grants.gov website, well in advance of submitting a proposal through the Grants.gov system. ECA bears no responsibility for data errors resulting from transmission or conversion processes.

Direct all questions regarding Grants.gov registration and submission to:

Grants.gov Customer Support

Contact Center Phone: 800-518-4726

Business Hours: Monday – Friday, 7AM – 9PM Eastern Time

Email: support@grants.gov

Applicants have until midnight (12:00 a.m.), Washington, DC time of the closing date to ensure that their entire application has been uploaded to the Grants.gov site. There are no exceptions to the above deadline. Applications uploaded to the site after midnight of the application deadline date will be automatically rejected by the grants.gov system, and will be technically ineligible.

Please refer to the Grants.gov website, for definitions of various "application statuses" and the difference between a submission receipt and a submission validation. Applicants will receive a validation e-mail from grants.gov upon the successful submission of an application. Again, validation of an electronic submission via Grants.gov can take up to two business days. Therefore, we strongly recommend that you not wait until the application deadline to begin the submission process through Grants.gov. ECA will not notify you upon receipt of electronic applications.

It is the responsibility of all applicants submitting proposals via the Grants.gov web portal to ensure that proposals have been received by Grants.gov in their entirety, and ECA bears no responsibility for data errors resulting from transmission or conversion processes.

IV.3f.3. Proposal Submission: Applicants may not submit more than one proposal in this competition. Sub-award implementing organizations may not be included in more than one proposal in this competition. **Please note**: Applicant organizations are defined by their legal name, and EIN number as stated on their completed SF-424 and additional supporting documentation outlined in the Proposal Submission Instructions (PSI) document.

IV.3g. Intergovernmental Review of Applications: Executive Order 12372 does not apply to this program.

V. Application Review Information

V.1. REVIEW PROCESS

The Bureau will review all proposals for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein and in

the Solicitation Package. All eligible proposals will be

reviewed by the program office, regional bureaus and Public

Affairs/Diplomacy sections overseas, where appropriate.

Eligible proposals will be subject to compliance with

Federal and Bureau regulations and guidelines and forwarded

to Bureau grant panels for advisory review. Proposals may

also be reviewed by the Office of the Legal Adviser or by

other Department elements. Final funding decisions are at

the discretion of the Department of State's Assistant

Secretary for Educational and Cultural Affairs. Final

technical authority for cooperative agreements resides with

the Bureau's Grants Officer.

REVIEW CRITERIA

Technically eligible applications will be competitively

reviewed according to the criteria stated below. These

criteria are not rank ordered and all carry equal weight in

the proposal evaluation:

1)   **Quality of the program idea and planning:** Proposals

should exhibit originality, substance, precision, and

relevance to the Bureau's mission and the purposes outlined

in this solicitation. A detailed agenda and relevant work

plan should demonstrate the ability to ensure that the

proposed project accomplishes the stated goals and objectives in the desired time frame. Proposals should demonstrate how participants will be recruited, selected, monitored, tested (before and after their overseas program) and presented with continuing language learning opportunities. Proposals should address the ways in which the award recipient and its implementing organizations will prepare and orient overseas language instructors for the unique challenges of teaching their native language to American high school students. Proposals should identify proposed language learning institutions and locations, address both in-class formal and out-of-class applied language learning and ensure that all enhancement activities (cultural excursions, guest lectures, guided internships, extra-curricular activities and volunteer projects) reinforce participant's language skills through authentic language practice and use.

2) **Ability to achieve program goals and project objectives**: Proposals should clearly demonstrate an understanding of the program goals and project objectives and how the institution will achieve them through objectives that are reasonable, feasible and flexible (as stated in the "Purpose" section of this document under the

four NSLI-Y goals and the three project objectives.)   A
detailed agenda and relevant work plan should demonstrate
organizational competency and logistical capacity. The
agenda and plan should adhere to the program overview,
timetable and guidelines described in this solicitation.
The substance of the language instruction and the exchange
activities should be described in detail and included as an
attachment. The responsibilities, capacity and expertise
of implementing organizations should be clearly delineated.

3)   **Support of Diversity:** Proposals should demonstrate
substantive support of the Bureau's policy on diversity in
all program aspects including but not limited to
participants, host families, resident directors/group
leaders, overseas peers, language instructors and overseas
program venues. Achievable and relevant features should be
cited in both program administration (selection of
participants, program venue and program evaluation) and
program content (orientations, program meetings, resource
materials and alumni activities). Please note that special
effort should be made to recruit qualified candidates from
underserved populations and locales. Selection should
reflect a preference for qualified candidates who have not
already studied overseas and who might not otherwise be

able to study abroad were it not for this scholarship
opportunity. Proposals that articulate a diversity plan --
not just a statement of compliance -- will be more
favorably reviewed.

4)   **Institution's Record/Institutional Capacity:** Proposed
personnel and institutional resources should be adequate
and appropriate to achieve the program or project's goals
and objectives in a timely, professional and transparent
fashion. Reviewers will assess the applicant and its
implementing organizations to determine whether they offer
adequate resources, expertise, experience and management of
overseas relationships to fulfill program goals and
objectives. The roles of the award recipient and
implementing organizations should be clearly defined.
Proposals should demonstrate an institutional record of
successful language-focused exchange programs, including
responsible fiscal management and full compliance with all
reporting requirements for past Bureau awards (grants or
cooperative agreements) as determined by Bureau Grants
Staff. The Bureau will consider the past performance of
prior recipients and the demonstrated potential of new
applicants.

5)   **Participant Monitoring**: Proposals must include a
detailed monitoring plan for NSLI-Y participants. Given
the importance the Bureau places on this criterion, the
narrative should include sufficient explanation about how
it will achieve the Bureau's goals in regard to monitoring.
Appendices may be used to house additional details and
supporting documentation.

6)   **Follow-on Activities**: Proposals should provide a plan
for continued contact with alumni to ensure that they are
tracked over time, utilized and/or organized as alumni, and
provided opportunities to reinforce the knowledge and
skills acquired on the NSLI-Y program. Proposals should
provide a strategy for maximizing the opportunities for
alumni to further their study of the target language and
culture of the host country, presenting plans that are
within the context of the cooperative agreement (with the
Bureau financial support) and after its completion (without
the Bureau's financial support). Creative, age-appropriate
plans for NSLI-Y alumni who do not have access to their
target language through their high school to continue their
language acquisition will be favorably reviewed as will
those proposals that encourage NSLI-Y alumni to continue

language acquisition, particularly -- although not
exclusively -- through other U.S.G. supported programs.

7)   **Project Evaluation**: Proposals should include a plan
to evaluate the program's successes and challenges, both as
the activities unfold and at the end of the program. The
evaluation plan should also address the methodology to
assess individual participants' language acquisition and
show clear linkages between program goals/objectives and
expected outcomes.

8)   **Cost-effectiveness/Cost-sharing**: Reviewers will
analyze the budget for clarity and cost-effectiveness.
They will also assess the rationale of the proposed budget
and whether the allocation of funds is appropriate to
complete tasks outlined in the project narrative. The
overhead and administrative components of the proposal,
including salaries and honoraria, should be kept as low as
possible. While lower "per participant" figures will be
favorably viewed, the Bureau expects all figures to be
realistic. Proposals should maximize cost-sharing through
other private sector support as well as institutional
direct funding contributions.

VI.   Award Administration Information

VI.1. Award Notices:

Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal Bureau procedures. Successful applicants will receive a Federal Assistance Award (FAA) from the Bureau's Grants Office. The FAA and the original proposal with subsequent modifications (if applicable) shall be the only binding authorizing document between the recipient and the U.S. Government. The FAA will be signed by an authorized Grants Officer, and mailed to the recipient's responsible officer identified in the application.

Unsuccessful applicants will receive notification of the results of the application review from the ECA program office coordinating this competition.

VI.2. Administrative and National Policy Requirements:

Terms and Conditions for the Administration of ECA agreements include the following:

Office of Management and Budget Circular A-122, "Cost Principles for Nonprofit Organizations."

Office of Management and Budget Circular A-21, "Cost Principles for Educational Institutions."

OMB Circular A-87, "Cost Principles for State, Local and Indian Governments".

OMB Circular No. A-110 (Revised), Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Nonprofit Organizations.

OMB Circular No. A-102, Uniform Administrative Requirements for Grants-in-Aid to State and Local Governments.

OMB Circular No. A-133, Audits of States, Local Government, and Non-profit Organizations

Please reference the following websites for additional information:

http://www.whitehouse.gov/omb/grants.

http://fa.statebuy.state.gov

VI.3. Reporting Requirements: You must provide ECA with a hard copy original plus two copies of the following reports:

1)   A final program and financial report no more than 90 days after the expiration of the award;

2)   A concise, one-page final program report summarizing program outcomes no more than 90 days after the expiration of the award. This one-page report will be transmitted to OMB, and be made available to the public via OMB's USAspending.gov website - as part of ECA's Federal Funding Accountability and Transparency Act (FFATA) reporting requirements;

3)   A SF-PPR, "Performance Progress Report" Cover Sheet with all program reports. The Program Office requests that the award recipient submit Attachment B on program indicators, Attachment E on activities based on expenditures and Attachment F on program/project management;

4)   Quarterly program and financial reports which should include information on the program plan and program results to date, an analysis of evaluation findings and the quantitative and qualitative data you have available. The financial report must be submitted on the FFR form; and

5)   The award recipient must also be prepared to respond to additional Bureau requests for information and documents in a timely and effective manner.

Award recipients will be required to provide reports analyzing their evaluation findings to the Bureau in their regular program reports. (Please refer to Section IV, Application and Submission Instruction (IV.3.d.3) above, for Program Monitoring and Evaluation information.)

All data collected, including survey responses and contact information, must be maintained for a minimum of three years and provided to the Bureau upon request.

All reports must be sent to the ECA Grants Officer and ECA Program Officer listed in the final assistance award document.

IV.4. Program Data Requirements:

Award recipients will be required to maintain specific data on program participants and activities in an electronically accessible database format that can be shared with the Bureau as required. As a minimum, the data must include the following:

1) Name, address, contact information and biographic sketch of all persons who travel internationally on funds provided by the agreement or who benefit from the award funding but do not travel.

2) Itineraries of international and domestic travel, providing dates of travel and cities in which any exchange experiences take place. Final schedules for in-country and U.S. activities must be received by the ECA Program Officer at least three work days prior to the official opening of the activity.

VII. Agency Contacts

For questions about this announcement, contact: Lisa Bess Wishman, NSLI-Y Program Officer, Bureau of Education and Cultural Affairs, Office of Citizen Exchanges, Youth Programs Division, ECA/PE/C/PY, ECA/PE/C/PY-11-03, U.S. Department of State, SA-5, 3-F16, 2200 C Street, NW, Washington, DC 20037, Telephone: 202-632-6082; Fax: 202-632-9355; E-mail: WishmanLB@state.gov

All correspondence with the Bureau concerning this RFGP should reference the above title and number ECA/PE/C/PY-11-03.

Please read the complete Federal Register announcement

before sending inquiries or submitting proposals. Once the

RFGP deadline has passed, Bureau staff may not discuss this

competition with applicants until the proposal review

process has been completed.

VIII. Other Information:

Notice:

The terms and conditions published in this RFGP are binding and may not be modified by any Bureau representative. Explanatory information provided by the Bureau that contradicts published language will not be binding. Issuance of the RFGP does not constitute an award commitment on the part of the Government. ECA reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds. Awards made will be subject to periodic reporting and evaluation requirements per section VI.3 above.

_____   _____

Ann Stock   Date

Assistant Secretary for Educational and Cultural Affairs

U.S. Department of State